

**ARIZONA DEPARTMENT OF EDUCATION**

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STATE OF ARIZONA

**SCHOOL FINANCE MEMORANDUM 05-016**

**TO: Superintendents, Business Managers, Administrators, Head teachers**

**FROM: Philip Williams, Deputy Associate Superintendent of School Finance**

**DATE: November 9, 2004**

**SUBJECT: Classroom Site Fund Allocation**

The fiscal year 2005 Classroom Site Fund payment #1 calculation is completed. Actual receipt of payment by districts and charters is set for Wednesday, November 10, 2004. A second payment will be made in late November, 2004. Any change due to student counts corrections or updates will be made retroactively (to payment 1) as those corrections or updates become available for payment calculation.

The Classroom Site Fund Allocation is being calculated using a new automated system. This new system is being used in parallel with the previously existing manual calculations of CSF. Once fully validated, the system will allow School Finance to make regular monthly payments. However, the report detailing the counts and weights used to determine allocation of the Classroom Site Fund are not yet available, districts can view their payment amounts by viewing the county reports at <http://www.ade.az.gov/schoolfinance/Reports/APORCounty/CSF/>, charters can view their payment amount by viewing the link from the bulletin board at <http://www.ade.az.gov/schoolfinance/BulletinBoard/Charters/>. As soon as the reports detailing the counts and weights used to determine the allocation are available, they can be viewed at <http://www.ade.az.gov/Districts/EntitySelection.asp>. Please watch the bulletin board for updates on the status of these reports. All monies received for the Classroom Site Fund have been distributed based on each district or charter's *weighted attending student count*.

The estimated per pupil amount determined by JLBC is \$239.00. All monies received will be distributed. If incoming tax revenues fall short of this estimated amount, each District and Charter's payment will be proportionately reduced.

If you have questions concerning your calculated payment, e-mail the School Finance inbox at [SchoolFinance@ade.az.gov](mailto:SchoolFinance@ade.az.gov) or call 602-542-5695.